

FCC EAS PLAN

Santa Luisa Area

California

A public copy is one without confidential information

**A Confidential Copy is one only for stations and
agencies with a need to know.**

PUBLIC COPY

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Santa Luisa FCC Local Area EAS Plan

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Santa Luisa FCC Local Area EAS Plan

INTRODUCTION

1. Emergency Alert System (EAS) -

1.1 The EAS is a warning system to provide the public with immediate messages that affect life and property. An EAS warning may be for a few blocks or widespread - large parts of a city, sections of specified areas (such as a county or parts of adjoining counties); or a part or all of a region; or several states or the entire nation. EAS can carry national, state or local emergency warnings.

1.2 The EAS provides a means of distributing emergency information quickly by radio, television and cable licensees and then to the general public. EAS is made up of radio, television and cable facilities cooperating on a voluntary organized basis for local and state warnings, mandatory for Federal warnings.

2. Types of Warnings -

2.1 In California, the EAS is used for warnings of an IMMEDIATE action, such as funnel clouds or tornadoes actually occurring, evacuations of areas due to an incident (such as a hazardous spill) or a tsunami, or other event requiring immediate action.

2.2 Watches and statements of the National Weather Service (NWS) do not require this type of immediate action. In California (by agreement*) the EAS does not carry these types of messages, even though the FCC rules provided for them. (*It's an option of the State and Local Area Coordinating Committees to determine the events for which the EAS will be used.) (EAS digital protocol: section 11.31 of the FCC rules (47CFR11.31) and State or FCC EAS web page.

2.3 However, the NWS may use its Weather Radio Specific Message Encoder (WRSAME) for the alerts for NWS watches and statements on the 162 MHz National Weather Radio (NWR) channels. In that way the public can receive them on radio monitoring equipment even though they are not on the EAS system. For weather radio units consult local commercial establishments. The separate State of California Office of Emergency Service EDIS (Electronic Digital Information System) also carry these items.

3. Local Area EAS Plan -

3.1 A Local Area EAS Plan is a FCC-mandated document for the organization and implementation of the Emergency Alert System for areas into which a state is divided for the EAS. The number of areas in a state depends on the size and geography of a state as well as radio and television coverage (i.e., a mountain area may receive radio station signals from an adjoining state more consistently and stronger and become a part of the EAS plan of that state by agreement between the two states.)

3.2 Local Emergency Area Plans become a part of the State EAS plan once adopted. Local Area Plans require the signature of the LECC Chair and Vice Chair, a representative of the National Weather Service and the SECC Chair.

3.3 The Local Area plan provides the organized guideline for broadcasters and cable TV operators, and describes how they and local government officials use the EAS system to provide information and instructions to the public. Procedures, and this plan, include the National Weather Service (NWS). A representative of the NWS signs the area plan as part of the process of its implementation

The responsibility with administering the Local Area Plan rests with the members of the Local Area Emergency Committee (LECC). The LECC Chair and Vice Chair are appointed by the State Emergency Communications Committee Chair (SECC). The SECC, and State Vice Chair, are appointed by the Federal Communications Commission, FCC.

Santa Luisa FCC Local Area EAS Plan

COMMUNICATIONS OPERATIONS ORDERS

This EAS Plan is part of the State of California State Emergency Alert System Plan that replaces the Emergency Broadcast System plans and procedures. This plan includes the following Communications Operations Orders (COO-SL #):

COO-SL#1 Monitor assignments
COO-SL#2 Event codes
COO-SL#3 National Weather Service
COO-SL#4 How LP1 Stations activate/transmit a local EAS broadcast
COO-SL#5a Telephone activating by local government officials
COO-SL#5b EAS Terminal activating by Local government officials
COO-SL#5c Officials authorized to activate EAS
COO-SL#6 Coordinated monthly tests (RMT)
COO-SL#7 Authentication by local governments

This FCC Local Area includes all broadcasters and cable television companies in and serving THE FOLLOWING Counties.

FIPS codes: (xxx, yyy, ttt, vvv, bbb, rrr, etc are substituted for real codes in the following.)

XXXX SANTA LUISA COUNTY
YYYY ADJOINING COUNTY
06000 ALL CALIFORNIA

P Codes are not designated at this time. If they are approved, the P designator precedes county code. FCC EAS rules provide for a general structure, indicated below. However, before a Local Area includes P Codes the situation needs to be coordinated by the SECC. Contact the Chair of the SECC or the EAS Plans Coordinator, or the EAS Program Manager at State OES.

1= northwest 2= north central 3= northeast 4= west central 5= central
6= east central 7= south west 8= south central 9= southeast

FIPS Codes for Adjacent Areas:

VVVVV XYZ COUNTY
BBBBB ABC COUNTY

TTTTT JKM COUNTY
RRRRR DEF COUNTY

MAP OF SANTA LUISA COUNTY

(Map can be placed on the Cover Sheet rather than here if desired)

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COMMUNICATIONS OPERATIONS ORDER SL #1

MONITOR ASSIGNMENTS

1.1 This FCC Local Area is divided into three (3) Zones as no one broadcast station covers the entire county. There are a few locations without adequate California coverage due to terrain and distances. See map appendix.

[Plans preparation note: Areas without the need for separate zones should alter this page. For assistance please contact the SECC EAS Plans Coordinator. In general it's just a matter of deleting zone references in section 1.1.]

Station/Facility

Monitors:

Zone1. *name* EAS ZONE

LP1 XXXX YY.1 MHz
Simulcast XXXXXXXX

list of stations the LP 1 monitors
additional monitor information

LP1S *spanish LP1)

list of stations the LP1S monitors

LP2 CCCCCC WWW

NWS (frequency, CLERS (frequency)
AM station; FM station

Zone 2. *name* EAS ZONE

LP1 XXXX YY.1 MHz
Simulcast XXXXXXXX

list of stations the LP 1 monitors
additional monitor information

LP2 CCCCCC WWW

NWS (frequency, CLERS (frequency)

Zone 3. *name* EAS ZONE

LP1 XXXX YY.1 MHz
Simulcast XXXXXXXX

list of stations the LP 1 monitors
additional monitor information

LP2 CCCCCC WWW

NWS (frequency, CLERS (frequency)

1.2 All stations and CATV control points must monitor two of the following:

LP1 Station for their area; LP2 Station for their area; Out-of-area LP1 (such as xxxxxxxxxxxx);
NWR, CLERS or EDIS if capable of being received

1.3 Stations unable to reliably receive the LP-1, LP1S, or an LP-1 alternate, must monitor the LP-2 station and one other assignment from paragraph 1.2 above.

1.4 In addition, but not in lieu of, any other station listed in 1.1 and 1.2 above are recommended monitoring.

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COMMUNICATIONS OPERATIONS ORDER SL #2

EVENT CODES

2.0 In addition to National Event Codes the Federal Communications Commission requires all broadcast licensees and cable television firms to carry:

2.1 These event codes to be carried by all participants: (mandatory)

CEM:	Civil Emergency Message (This applies to any local civil emergency; i.e., 911 system failure, hazmat, Nuclear Power Plant emergency, wild fire and any other potential or actual threat to life and property.)
EVI:	Evacuation Immediate!
FFW:	Flash Flood Warning
FLW	Flood Warning
RMT:	Required Monthly Test
SVR	Severe Thunderstorm Warning
TOR:	Tornado Warning

2.2 These event codes are recommended (**voluntary**) messages:

FFA	Flash Flood Watch
FLA	Flood Watch
HUW	Hurricane Warning
HWW	High Wind Warning
TOA	Tornado Watch
WSW	Winter Storm Warning

2.3 These codes are **not** for automatic broadcast:

ADM	Administrative message. May be Emergency Public Information to supplement news and information broadcasts
DMO	Practice/Demonstration message
RWT	Required Weekly Test

The National Weather Service tests their NWR transmitters every xxxxxxxxx between xxxxxx and vvvvvvv hours when there is no threat or emergency in progress

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COMMUNICATIONS OPERATIONS ORDER SL #3

NATIONAL WEATHER SERVICE (NWS)

3.1 All National Weather Service WARNING messages and EAS Activation requested messages will be transmitted over the appropriate NOAA Weather Radio (NWR).

3.2 LP1 and LP2 stations are required to monitor the NWR frequency serving their area of responsibility. All LP stations and CATV control points are urged to monitor their NWR transmitter for a redundant path.

3.3 All participants will normally receive NWS messages with their EAS terminals without any special handling required by NWSFO personnel, except when the NWR transmitter has failed or no NWR transmitter serves the LP1 station. NWS shall edit their bulletins not to exceed 60 seconds in length wherein possible. An abbreviated message may say, "STAY TUNED TO THIS STATION FOR ADDITIONAL INFORMATION."

3.4 Areas of the county have difficulty of adequate broadcast coverage at this plan date. See map on page 1 for details. California Emergency Services personnel with responsibilities in these areas must make the appropriate calls as provided in Communications Orders 5a and 5b.

3.5 FAILURE OF RADIO LINK BETWEEN NWS AND LP STATIONS:

a. If the LP1 station cannot receive the NWR transmission due to equipment failure the LP1 station shall advise the appropriate NWS office.

b. In the event that the NWR is unable to send an EAS alert by radio, the NWS office shall telephone the LP1. A NWS EAS Activation takes priority over any other broadcast or station activity in progress. The LP1 shall be equipped to record the NWS official, without delay, if a hard copy of the EAS message has not been received.

NWS announcer edits bulletin to about 60 seconds and phones appropriate Zone LP1 station:

Zone 1 XXXX	Zone A	area code phone number	ZONE NOTE: IF ZONES ARE
Zone 2 FFFF	Zone B	area code phone number	NOT APPROPRIATE, THEN
Zone 3 GGGG	Zone C	area code phone number	DELETE ZONE SPECIFICS

Areas with difficult coverage calls are to: (area detail - see map appendix)

DFASDF Area **BBBB** 500 kHz (a/c) number (identity)

d. On receiving a go-ahead, say "5 - 4 - 3 - 2 - 1. This is the National Weather Service in _____. This is an activation of the Emergency Alert System for a (_____ nature of the warning)." [Read bulletin and conclude with]

"Stay tuned to this station for additional information. This concludes this Warning from the National Weather Service for the Emergency Alert System."

e. REMAIN SILENT until broadcaster confirms receipt of the message with you.

CONFIDENTIAL TELEPHONE NUMBERS NOT FOR PUBLIC RELEASE

Santa Luisa FCC Local Area EAS Plan

COMMUNICATIONS OPERATIONS ORDER SL #4

How LP1 Stations activate/transmit a local EAS broadcast

4.1 FROM THE EAS TERMINAL EQUIPMENT (for LP1 Stations ONLY)

If an Event Code coincides with one shown in COO-SL #2 you will take prompt and appropriate actions using the prescribed EAS terminal instructions. Remember that every other AM, FM, TV station and cable television company in this FCC Local Area may depend upon your transmissions to warn the public.

4.2 OVER THE TELEPHONE (for LP1 Stations ONLY)

a. Receive telephone transmission from person or agency authorized to initiate the Emergency Alert System.

b. Authenticate by procedure established in COO-SL #7 (Radio or teleprinter transmissions from the NWS, another EAS station, local or state government do not require authentication.)

c. Start audio recorder to record. Tell telephone caller to count down 3-2-1 and go. Caller's out-cue is: "This concludes this broadcast from the (name of agency) in (location)."

d. Program your EAS terminal with appropriate FIPS delivery and Event Codes. Roll back the audio and cue it up for broadcast.(if on external recorder). Fade out program in progress. Announce:

"WE INTERRUPT THIS PROGRAM FOR A SPECIAL BROADCAST FROM the Emergency Alert System. Important information will follow."

e. Activate the EAS terminal. *Play the message on the air.* Announce:

"This concludes this Emergency Alert System Broadcast. All broadcast stations and cable stations may now resume normal operations." (optional: "Stay tuned for additional information.")

f. Push your EOM button **immediately at the end** of the recorded message and before saying anything else!

g. Resume normal broadcasting. Do not editorialize or comment on the incident as it may be construed as an official announcement. You may repeat the highlights of the warning periodically during the period of the warning. On-air personnel shall not ad-lib, interpret, abbreviate or alter any test or broadcast. These shall not be sung, set to music, include music, echo and/or other electronic alteration or production aids.

h. Log it.

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COMMUNICATIONS OPERATIONS ORDER SL #5A

LOCAL GOVERNMENT OFFICIALS ACTIVATION OF EAS by TELEPHONE

(Those with EAS Terminals and CLERS radio are to refer to COO SL #5b)

5.0 Agencies and/or officials without EAS terminals and CLERS Radio activate the Emergency Alert System by following the steps outlined below. See Orders 5c and 5d for authorized agencies.

5.1 Write your 50-60 second WARNING message to be broadcast (by all AM, FM, TV stations and cable television companies in this FCC Local Area Emergency Alert System plan). To assure broadcast and timely rebroadcasts, you should keep your message under one (1) minute. Be sure to include the Who, What, Where, When, Why, and the How in your message. *Never dictate the message to the LP1 station; you are the announcer.*

5.2 Telephone the primary (LP1) EAS station for the Zone affected:

Zone 1 XXXX	Zone A	area code phone number	ZONE NOTE: IF ZONES ARE
Zone 2 FFFF	Zone B	area code phone number	NOT APPROPRIATE, THEN
Zone 3 GGGG	Zone C	area code phone number	DELETE ZONE SPECIFICS

5.3 Identify yourself by name and title.

State that you want to activate the Emergency Alert System because of a (nature of the emergency).

Authenticate in accordance with COO No. 7.

Speak clearly and distinctly as it is your voice that will go out over the stations for the public to hear

Say "3 - 2 - 1" and read your message. Remain quiet at the end until the station announcer speaks to you.

The radio station will now do the rest.

5.4 It is imperative that your written message be uploaded to EDIS (Electronic Digital Information Service) ASAP! TV stations, CATV, and other media need your exact words in digital format to program their equipment for the hearing impaired, hard copy printers, etc.

[NOTE: Those with an EAS terminal and a CLERS radio, separate procedures apply. See 5b]

CONFIDENTIAL TELEPHONE NUMBERS NOT FOR PUBLIC RELEASE

Santa Luisa FCC Local Area EAS Plan

COMMUNICATIONS OPERATIONS ORDER SL #5B

ACTIVATION of EAS by GOVERNMENT OFFICIALS with EAS TERMINAL

- 5.5** Write your 50-60 second WARNING message to be broadcast (by all AM, FM, TV stations and cable television companies in this FCC Local Area Emergency Alert System plan). To assure broadcast and timely rebroadcasts, you should keep your message under one (1) minute. Be sure to include the Who, What, Where, When, Why, and the How in your message.
- 5.6** If you pre-record your message, record your message with a "3-2-1" countdown on the recorder dedicated to this purpose.
- a. Check message to assure it sounds OK.
 - b. Cue it up to just after the "1" in your countdown.
 - c. If you are reading your message "live", use the microphone provided for that purpose.
- 5.7** Activate your EAS terminal in the manner prescribed by the manufacturer.
- (This requires a repetitive and on-going training and off-line practice program). If pre-recorded, feed the recorded message between the HEADER and the EOM. If "live", use the mike.
- 5.8** Telephone the LP1 station for the appropriate Zone to verify receipt:
- | | | | |
|--------------------|---------------|-------------------------------|----------------------------|
| Zone 1 XXXX | Zone A | area code phone number | ZONE NOTESAME |
| Zone 2 FFFF | Zone B | area code phone number | AS OTHERS, DELETE |
| Zone 3 GGGG | Zone C | area code phone number | INAPPROPRIATE ZONES |
- 5.9** It is imperative that your written message be uploaded to EDIS (Electronic Digital Information Service) ASAP! TV stations, CATV, and other media need your exact words in digital format to program their equipment for the hearing impaired, hard copy printers, etc.

CONFIDENTIAL TELEPHONE NUMBERS NOT FOR PUBLIC RELEASE

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COMMUNICATIONS OPERATIONS ORDER SL #5C

AGENCIES & OFFICIALS AUTHORIZED TO ACTIVATE THE EAS

5.10 If the LP1 EAS station receives an EAS message request, the station will call-back the requesting communication center using the phone number provided on the separate list to verify authenticity of request. A list of Communications Centers phone numbers is provided separately for authentication. It is not for public release, only to those with a need to know.

County Fire Emergency Command Center
County Sheriff Dispatch
County Sheriff
XXXXX City Police
CHP XXXX (?)
USFS MMMM (?)

The LECC urges counties to use an EAS terminal in connection with their CLERS radio as the fastest and most effective medium to send and receive EAS Activation's. See Order 5b.

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COMMUNICATIONS OPERATIONS ORDER SL #6

COORDINATED MONTHLY TESTS (RMT)

In accord with FCC Part 11.61, broadcast stations and cable systems shall broadcast a Coordinated Monthly Test message originating only from the LP1 or a designated point of origination (the county.) The monthly test must be retransmitted within 15 minutes of receipt by broadcast stations and cable systems.

Television stations and cable systems shall comply with the visual message requirements of FCC Part 11.51. Script content can be the primary language of broadcast station or cable system.

The length of the RMT is approximately 30 seconds.

EVEN MONTHS *[PLANS NOTE: EVEN/ODD with TWO ORIGINATORS APPLIES ONLY TO CERTAIN AREAS. ALTER THESE ASPECTS TO FIT YOUR LECC AREA]*

LP1 stations originate the RMT on the first Wednesday of **February, April, June, August, October, December** at 5:50 a.m.

ODD MONTHS:

Santa Luisa County originates the RMT on the first Wednesday of **January, March, May, July, September November** at 10:50 a.m. If the scheduled day is a holiday, the test will be conducted the following day at 10:50 a.m.

The above schedule (of once each of 12 months) is the prescribed minimum. Additional tests may be done at any time of the day or night in any month. A coordinated scheduled test can replace any station's unscheduled test during that particular week.

(Note: The Statewide Duck-Cover and Hold exercise, which is a part of the coordinated statewide annual earthquake awareness program [45-60 seconds in length, announced by the Governor], will not replace the RMT. If it is issued as a DMO it may be forwarded contrary to the provision in COO SL #2 par 2.3)

RMT SCRIPT

"This is a test of the Emergency Alert System. This test is originating from the Santa Luisa County Emergency Operations Center. This is only a test. If this were a real event you should stay tuned to this station for further information. This concludes this test of the Santa Luisa County Emergency Alert System."

Immediately push the EOM button.

* When originating from an LP1, substitute "Local Primary station serving this area."

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COMMUNICATIONS OPERATIONS ORDER SL #7

Authentication by Local Governments

7.1 An authenticator code **is required** for those authorized to activate the Emergency Alert System by telephone, FAX or other unsecured transmission.

See the separate confidential list of codes issued on a need-to-know basis only.

CLERS, EDIS, Weather wire or other hard copy media do not require any authentication.

A separate list of confidential phone numbers with the names of authorized officials is not a part of this plan as that information can change often. It will be supplied by the LECC Chair to those with a need to know.

Santa Luisa FCC Local Area EAS Plan

CONCURRENCE

Chair Santa Luisa
FCC Local Emergency Communications Committee

Date

Vice-Chair Cable Santa Luisa
FCC Local Emergency Comm. Committee

Date

National Weather Service (applicable local office)
Meteorologist in Charge

Date

Chairman
State Emergency Communications Committee

Date

Federal Communications Commission

Date

Santa Luisa FCC Local Area EAS Plan

List of Abbreviations

AM	Amplitude Modulation
CATV	Cable Television
CLERS	California Law Emergency Radio System
COO	Communications Operations Order
EAS	Emergency Alert System
EDIS	Electronic Digital Information Service
EOM	End of Message
FCC	Federal Communications Commission
FIPS	Federal Information Processing Identifier System
FM	Frequency Modulation
LECC	FCC Local Emergency Communications Committee
LP	Local Primary
LT	Local Time
NOAA	National Oceanic and Atmospheric Administration
NWR	NOAA Weather Radio
NWS	National Weather Service
SECC	FCC State Emergency Communications Committee
WRSAME	Weather Radio Specific Message Encoder

Santa Luisa FCC Local Area EAS Plan

REVISIONS

The Communications Operations Order (COO) structure of the EAS plan is designed so changes can readily be made without rewriting the entire plan. A typical structure: COO1, LP1/LP2 Monitor Assignments; COO2, Event Codes; COO3, National Weather Service; COO4, LP1/LP2 Stations activation of EAS terminals; COO5, Local Government Officials activation of EAS; COO6, RMT (required monthly test); COO7, Authentication Procedure and Codes.

A major revision could be LP stations, RMT time/dates. This type needs SECC and FCC concurrence, coordinated through State OES so the State EAS Plan is kept current. The EAS Desk at State OES will handle this if requested.

Major change steps:

- (1) Revise the COO. To make it clearly evident that the page has been revised two entries can be made: (1) at the top of the page add a "rev (#)" after the COO#. (I.e., COO-2 rev1) Note the revision in the footnote (bottom of the page) .
- (2) Enter the change on a Revisions page, like this one; note the example below.
- (3) Prepare an addendum request-transmittal, attach it to the revised COO and
- (4) Have both signed by the LECC Chair and Co-Chair, then
- (4) Forward to State OES EAS Desk to obtain the signature of the SECC and FCC (& enter in State EAS Plan).
- (5) On receipt of FCC approval, Chair, by dated transmittal, forwards a copy to all stations, entities, and governments.

A minor revision is a revised a telephone number, or who can activate.

Minor revisions steps:

- (1) Revise the COO and thereon add a "r(#)" after the COO #, so it reads "COO#5 r1".
- (2) Note the change on the Revision Control page
- (3) LECC Chair uses a dated transmittal cover letter to forward a copy to all stations, entities, and governments, as well as the SECC and State OES EAS Desk.

Always check with the SECC or State OES EAS Desk about revision changes as in 2001 the FCC questioned their need to approve miscellaneous changes to EAS Plans especially in view of reduced staff in the EAS section.

Revision History

Rev 1: 12/11/98 (Minor) Updated COO-3 telephone numbers Mailed all 12/22/98 s/s JGG (LECC Chair)

Rev 2: 7/7/99 (Major) C00-1 LP1 Station changed to KKKK, 9/2/99 received FCC App. ; Mailed all 10/1/99 s/s JGG

Santa Luisa FCC Local Area EAS Plan

REVISION HISTORY

[illegible]

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